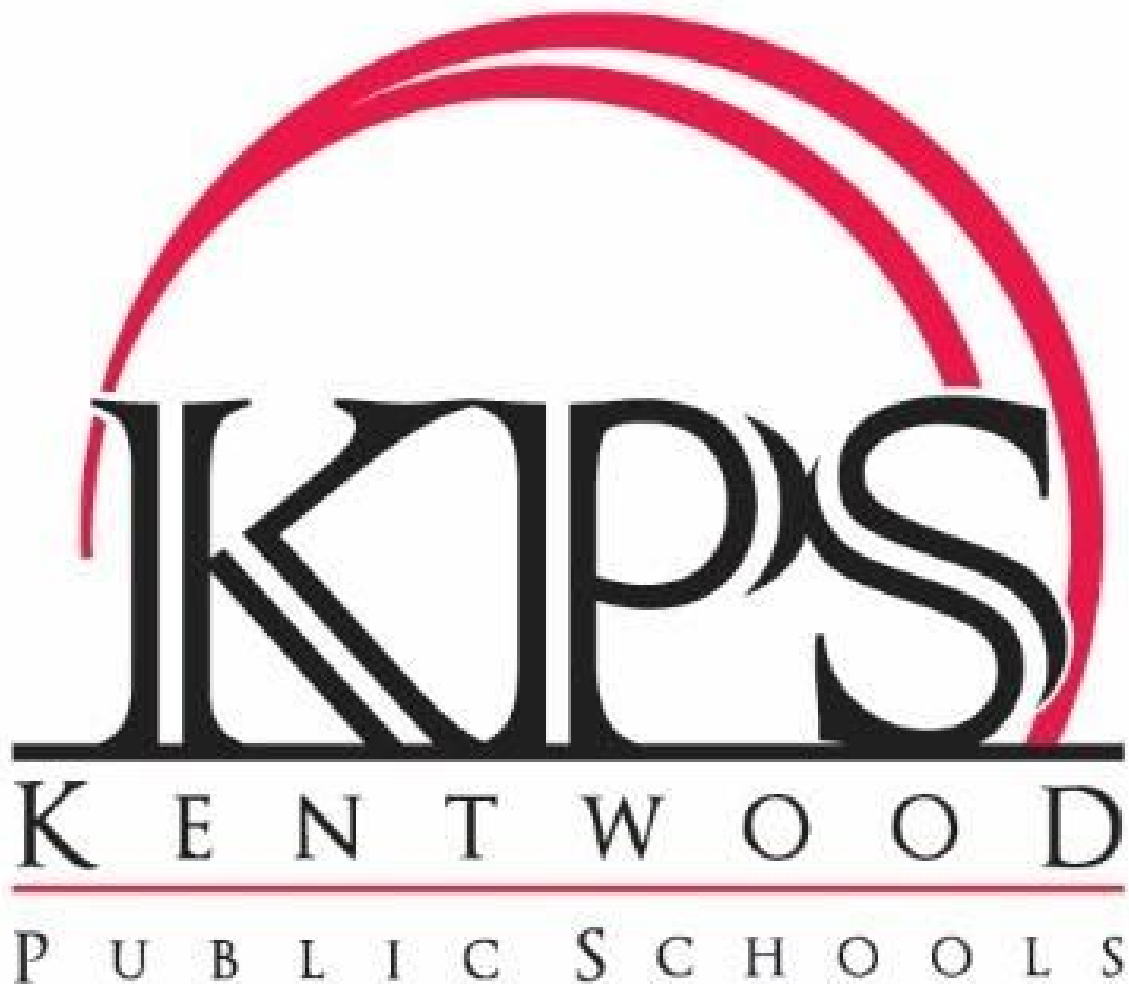


# Kentwood Public Schools Return to School Plan

*Excellence and Equity in Education*





## Introduction

Kentwood Public Schools has prepared for the 2020-2021 school year geared toward exceptional educational opportunities delivered in an environment that follows the best public health guidance and state and federal regulations. Kentwood Public Schools is prepared to adapt as county and state health conditions dictate.

This Kentwood Public School document outlines areas critical to the success of the academic year and the health and safety of our students.

The following principles guided Kentwood's plan:

- ✓ Creating a safe environment is a shared responsibility among all who come to KPS and our community.
- ✓ The district is encouraging personal responsibility by providing educational resources necessary to assist individuals in following public health guidance and district policy.
- ✓ Practicing healthy hygiene habits is expected, including frequent hand washing and wearing a face covering where required. All faculty, staff, students and visitors should practice social distancing, avoid large gatherings and keep work areas clean.
- ✓ Current health guidance dictates we must reduce the number of people on property at any given time to decrease overall density. This includes limiting visitors in buildings and possible suspension of after school activities.



## Timeline

2020

Ongoing	Enrollment/Registration is ongoing. Registration is completed on our website <a href="http://www.kentwoodps.org">www.kentwoodps.org</a> .
August 20-21	Distribution of Chromebooks, textbooks and supplies.
August 24	<b>School Starts with remote learning for all students.</b>
August 31	Parents and students notify KPS of their choice to move to in-person learning on September 8 or continue with remote learning.
September 8	Students start in-person learning or continue with remote learning.
Throughout the first semester	Constant monitoring of health conditions with planning and modifications implemented as needed to ensure the safety of our students while providing high quality instruction.

2021

January 4, 2021	Start of second semester
-----------------	--------------------------



## Student Experience

Kentwood Public Schools has worked diligently reviewing public health guidelines to inform plans for a safe and successful school year.

The return to school will be guided by the district's mission to provide Excellence and Equity in Education. We have defined ways to engage in both remote and in-person learning while maintaining the safest facilities possible. We continue to follow guidance from the CDC and state and public health officials and update our plan accordingly.

## Learning Choices

Following the guidance provided by Governor Whitmer's [Michigan Safe Start Roadmap](#) and local health officials, Kentwood Public Schools is prepared to provide academic instruction to students in two formats during the 2020-2021 school year: 1) In-person Instruction and 2) Remote Learning.

### OPTION 1: IN-PERSON INSTRUCTION

The Kentwood Public Schools Board of Education approved our COVID-19 Preparedness and Response Plan on August 10, 2020 as required by the Governor's Executive Order. The plan describes in extensive detail the strict health and safety measures that we will put in place when students and staff return to their classrooms for in-person instruction. (Click on the link to see the detailed plan [COVID-19 Preparedness Plan](#)). An accelerated academic curriculum will also include teaching and learning from the Spring of 2020.



- Students will have full access to Kentwood Public Schools curriculum and will be taught and assessed by qualified staff.
- 5 days of in-person instruction each week.
- Appropriate support for academic and social-emotional needs will be available for students. This includes support for students with IEP's, 504 plans and our English Learner students.
- Students will be provided with a Chromebook for use in school and will be able to take this device home, as needed. If the State moves our region to Phase 3 or a classroom or school is required by the Health Department to quarantine, students will take their Chromebooks home to continue their learning remotely.

## OPTION 2: Remote Learning

We know that some of our families might not feel comfortable sending their child(ren) back to in-person learning this year for a variety of reasons. For families who do not wish to send their child(ren) to in-person instruction, you may choose to enroll in Kentwood's Remote Learning Program.

Remote Learning will include the following components:

- Technology will be provided to students who select this option.
- A KPS teacher will be assigned to enrolled students and will support their learning and progression throughout the curriculum.
- The academic curriculum will be similar to the KPS in-person instruction. Students will be required to complete district assessments.



- In grades K-5:
  - Remote Learning will include academic instruction in reading, writing, and math.
  - Academic content will be provided through Google Classroom, Seesaw and ClassDojo.
  - A normal day will consist of 3-4.5 hours of remote learning activities depending on grade level.
  - For additional information about the elementary Remote Learning schedule, please visit: [Elementary Sample Schedule](#)
- In grades 6-12:
  - Remote Learning will include academic instruction for most of the courses that Kentwood Public Schools offers in person. Remote Learning elective and AP course offerings will be limited.
  - Academic content will be provided through Edgenuity and Google Classroom.
  - A normal day will consist of 4-5.5 hours of remote learning activities depending on grade level.
  - During the first two weeks of school students will follow their regular class schedule from home. Teachers will communicate with students through email, Google Classroom and synchronous virtual “meetings”. Students will be expected to participate and complete scheduled learning activities and assignments. Students will also receive their username and password to access their Edgenuity account. KPS will use Edgenuity to facilitate remote learning in many of the 6-12th grade courses we offer.

To enroll in Remote Learning after September 8th, you must indicate your selection by August 31. To provide the most effective learning experience for our students, it is important that students have consistency and continuity in their learning program. For this reason, we are asking parents who choose to continue with remote learning on September 8 to commit to at least one month. This will ensure a quality learning experience for your students.



## Student Support

### ***Social Emotional Learning (SEL)***

District and school staff are committed to supporting students' social emotional wellness and offering resources to help students while they are learning remotely and when they transition back to school. Our staff will continue to implement School-wide Positive Behavioral Interventions and Supports as well as provide counseling services to our students in need.

### ***Mental Health Services***

Our students' mental well-being is of the utmost importance. The Kentwood Public Schools Board of Education approved our COVID-19 Preparedness and Response Plan on August 10, 2020 as required by the Governor's Executive Order. The plan describes in extensive detail the mental health resources that will continue to be available for our students. (Click on the link to see the detailed plan [COVID-19 Preparedness Plan](#))

### ***English Learners***

Support for English Learners (ELs) will be provided through the English Learner Department in close collaboration with the District Instruction Office, and will be an integral part of the instructional models. These services include:

- Support for teachers in providing specialized and differentiated daily content lessons to ELs so that English Language Development (ELD) is embedded into their instruction
- Supplemental programs will be accessible to teachers so that specialized applications can be linked within their Google Classroom accounts, giving our EL students access to rigorous, engaging lessons, and rich content specific curriculum



- The English Learner Department will support and ensure that parents can access virtual meetings and receive language support and communication
- The English Learner Department will continue to provide translation and interpretation services to ensure that vital home communications are maintained for parents in a language they understand
- The English Learner Department will continue to provide professional development for school staff, assessment of language proficiency, reclassification, monitoring, and intervention specialized support

### ***Students With Disabilities***

The Special Education Department will continue to support and reinforce learning for all students, including students with disabilities. The Special Education department will work in collaboration with other departments to ensure all students have access to curriculum and instruction as well as related support services. Special Education service providers will develop and expand their online classrooms to continue to serve students in accordance with each student's Remote Learning Plan.

- Education Specialists and other special education service providers will contact parents to develop and/or revise their child's/children's Individual Education Plan (IEP)
- Support teachers will provide specialized and differentiated daily content lessons to students with identified disabilities to make curriculum accessible
- The Special Education Office and school staff will provide support to ensure that parents can access virtual meetings and receive support and communication
- Support to special education teachers and related services in the IEP through multiple modalities specific to each student including: Google Classroom, web based instructional materials, videos, and specialized learning materials
- Supplemental materials are available to meet the needs of each student based on their Individualized Education Program/Remote learning plan





- Collaborate with general education teachers, related service providers, outside agency providers, and administrators to provide appropriate supplementary aids, accommodations and modifications for students to access general education curriculum
- Professional development for school staff
- Education specialists will collaborate with families through phone conferences and emails and offer regular office hours to both families and students as needed
- Education specialists continually monitor student progress and adjust services as needed as reflected on the remote learning plan

## What to Expect When Students Return to School

There are many precautions that we have put in place for in-person learning while our region is in Phase 4. The health and safety of our students, staff, and families are of utmost importance. When students return to their school, it is important for them to be aware that school and routines will look different from last year in order to provide a safe environment for students and staff due to new health and safety measures.

### **Screening At Home:**

- The CDC and Kent County Health Department recommends that families take students' temperatures daily and observe for any COVID-19 symptoms before going to school. Anyone with a fever of 100.4° F or higher and exhibits cough, shortness of breath, difficulty breathing, chills, fatigue, muscle pain, headache, sore throat, congestion, runny nose, nausea, vomiting, diarrhea, or loss of taste or smell should not go to a school site. Personal illness, quarantine, and COVID-19 illness or symptom related absences will be excused.



- The CDC and Kent County Health Department recommends that families, students and adults screen themselves for COVID-19 symptoms prior to coming to school each day. Families, students and adults experiencing those symptoms should not visit school.
- Staff members are required to self-screen and complete a daily temperature check prior to coming to work. If staff members are experiencing symptoms, they should stay home and contact Human Resources.

**Arriving at school:**

- When students (Pre K -12) ride the bus and enter common areas in the school, they will be required to wear masks. Face coverings will be provided for students who need them.
- Staff will be required to wear masks. Face coverings will be provided for staff who need them.
- Due to the Governor's Executive Order, parents and visitors will have limited access to the school buildings.
- School sites will have signage and floor markings throughout the building to remind students and staff about required physical/social distancing of six feet or more, hand washing, and preventing the spread of germs.
- School sites will have hand sanitizer available at designated locations.

## Health and Safety Protocols



**DO YOU HAVE THE FOLLOWING SYMPTOMS?**

FEVER  
COUGH  
SHORTNESS OF BREATH

Or have been exposed to someone who has tested positive for COVID-19

**PLEASE DO NOT ENTER**

If you need assistance please call:  
616-455-4400



KIPS  
KENTWOOD  
PUBLIC SCHOOLS

Kentwood Public Schools has implemented health and safety protocols based on CDC and other public health guidance, and state and federal requirements.

The use of face coverings, such as masks, are just one element in reducing the risk of COVID-19. Face coverings must be combined with social distancing, hand washing, and a requirement to stay home when ill (even with mild symptoms), to have the best opportunity to reduce risk.

This is a team effort where we all are responsible for keeping each other safe.

## Face Coverings

Currently the Governor’s Return to School requirements are that students and staff in grades 6-12 must wear a facemask if they are attending in person learning. Students in grades K-5 will be strongly encouraged to wear a facemask.

Kentwood has worked with our business partners and Spectrum Health to purchase many approved facemasks for those who do not have one, forget to bring it to school, or lose their mask.



## Social Distancing

Physical distancing is one of the essential behaviors required to mitigate the risk of infection and spread of the virus. In any public setting students and employees must, when feasibly possible, maintain at least six feet of distance to reduce contact if an infected person were to cough or sneeze.

## Main Entrances and Offices

At the main entrance of each building a visitor health kiosk will be located in the vestibule prior to entering the office. Visitors will be required to wear a mask; masks will be provided from the kiosk if they do not have one. Hand sanitizer and gloves will also be provided.

Should the visitor need further access to the building, a visitor screening protocol, which includes a no touch temperature check, will be required.



## Hallways



To assist with social distancing throughout the hallways, floor markings will distinguish walking direction and distancing. Wall mounted hand sanitizers will be located at frequent intervals throughout the building.

## Shared Spaces

There are complexities that come with many of the other shared spaces throughout the district (such as media centers, collaboration centers, auditoriums, gymnasiums).

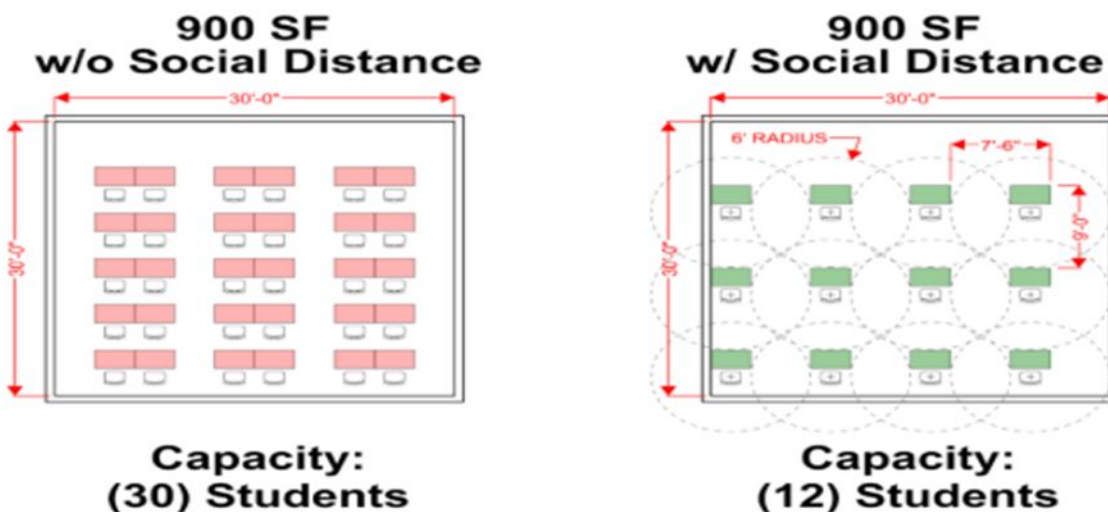
Because of the unique design of each room, social distancing layouts will be specific to each room based on the size and use.

The use of these shared spaces is subject to modification for academic purposes.

## Classrooms

Kentwood Public Schools has redesigned standard classrooms, embracing the ideas of social distancing. Seats will be six feet apart, and there will be a six-foot divide between the instructor and the first row of students. This diagram demonstrates how classrooms, which normally seat 30 students, will be converted for a capacity of 12 students.

The district is requiring students in grades 6-12 to wear a facemask if they are attending in person learning. Students in grades PreK through 5th will be strongly encouraged to wear a face mask.



The district is implementing a process to sanitize classrooms and work surfaces throughout the day. To maintain the cleanliness of classrooms, all outside rental events in the evening and weekend are suspended until further notice. Our custodial staff will be working through the evening hours to sanitize the buildings.

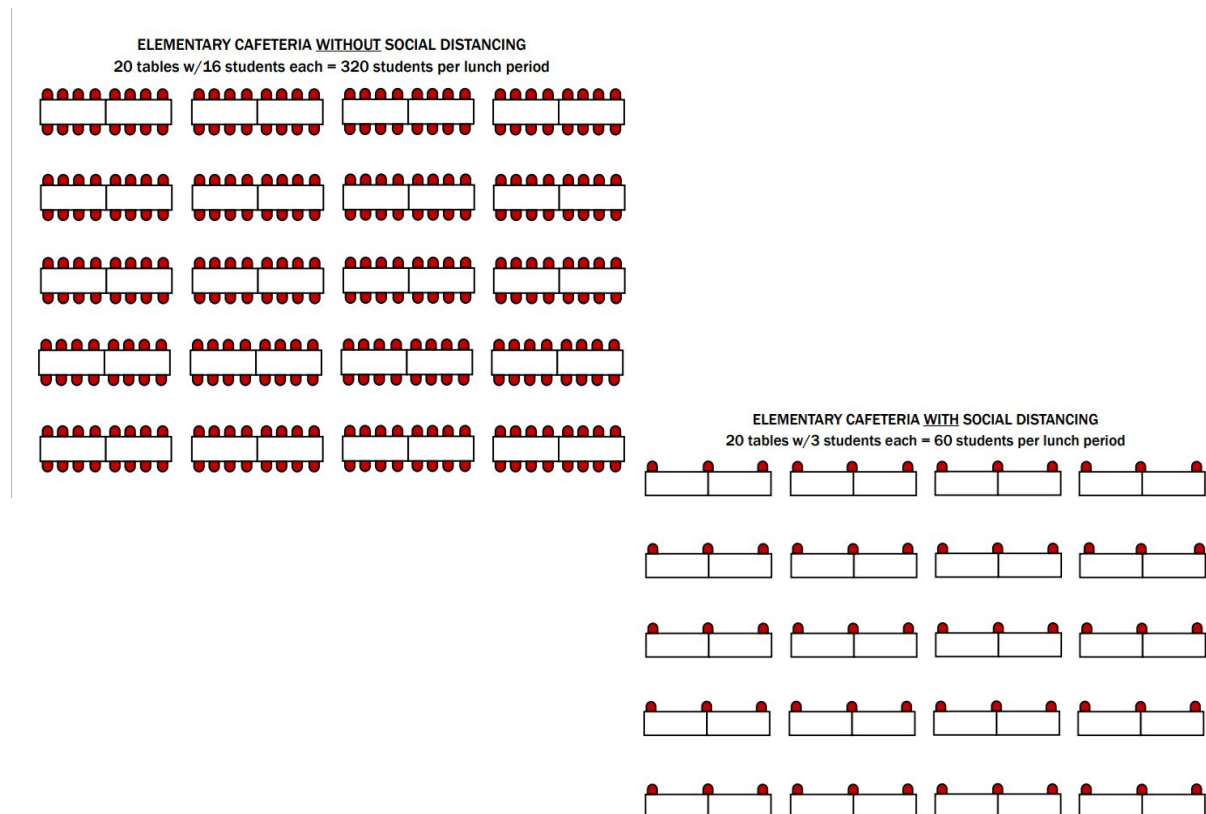
## Cafeterias

Kentwood Public Schools is increasing measures to keep cafeterias sanitized throughout the day. These measures include the use of hand sanitizer prior to entering and upon exiting the designated eating area, ensuring social distancing (this may include a physical barrier between seats), and increasing the focus on sanitizing.

Cafeteria capacity will be reduced to maintain social distancing guidelines.

Masks will be required in this space with the exception of when eating and/or drinking.

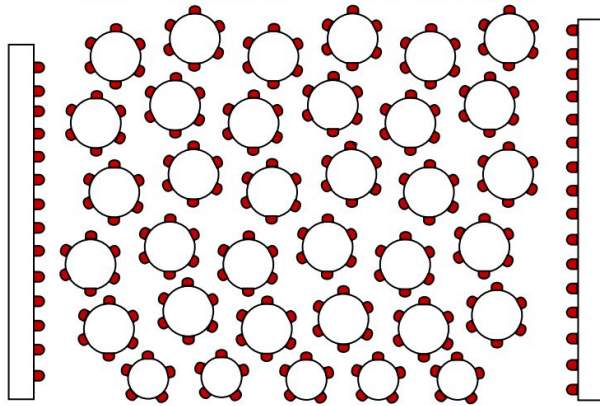
# ELEMENTARY CAFETERIA EXAMPLES



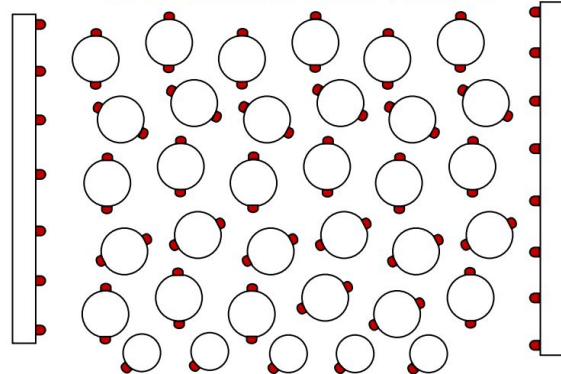


# SECONDARY CAFETERIA EXAMPLES

SECONDARY CAFETERIA WITHOUT SOCIAL DISTANCING  
6' tables, 5' tables and counters = 235 students per lunch period



SECONDARY CAFETERIA WITH SOCIAL DISTANCING  
6' tables, 5' tables and counters = 80 students per lunch period



## Transportation

Transportation will be provided for in person learning and we will follow the requirements in the Governor's Return to School order regarding social distancing and facemask coverings. This will require flexibility as there will be a limited number of students allowed on each bus run. Those bus runs will be published and communicated soon.

Our current policy includes providing hand sanitizer on each bus, requiring students in the same household to sit together. As stated prior, facemasks will be required to board the bus. A limited supply will be available for students who do not have one.





## Custodial Operations

Kentwood Public Schools Facilities and Operations is continuing its enhanced cleaning and sanitation procedures in an effort to provide healthy academic, administrative, and support environments. Facilities and Operations staff is following CDC and OSHA guidance.

The district has also implemented enhanced air handling, including increased ventilation, outside air intake, inspection, maintenance and cleaning of systems, and increased replacement of air filters.

Our custodial staff is focused on frequent cleaning of touch points throughout the day. Examples include handrails, doorknobs, light switches, drawer handles, work surfaces, bathroom fixtures, pencil sharpeners, chairs, drinking fountains, vending equipment, and lockers.

Trash will be removed daily and departments will be responsible for sensitive or unique equipment including computer screens and keyboards.

## Field Trips:

Kentwood Public Schools is currently suspending all field trips for the 2020-2021 school year until further notice.

## Visitor/Guest Policy

At this time, the district is discouraging visitors to buildings. A policy regarding late student arrival, early student release, appointment pick up, or item drop off will be released at a later date.